



WE *Help* OUR MEMBERS AND THE SLOVAK  
ECONOMY TO *Fulfill* THEIR *Potential*.

# Code of Conduct

AMCHAM SLOVAKIA

The American Chamber of Commerce in Slovakia (AmCham Slovakia) is an independent, non-profit and non-partisan business association. Since 1993 AmCham Slovakia has been on a mission to make Slovakia a better place to live and do business by constantly working on improving the business environment and increasing competitiveness of the Slovak economy.

Together with our members, we share a vision of Slovakia as a globally competitive country that can thrive in the fast-changing world of the 21st century. Fulfilling our mission stands firmly on respecting and adhering to our values and respecting the business ethics. We have developed a Code of Conduct to confirm our values and principles and express our

commitment to them. In addition, the Code of Conduct sets out expectations to ethical and fair practices from respective parts of the AmCham community, including its Board members, employees, member companies and partner organizations.

The AmCham Slovakia Code of Conduct shall be respected and followed by AmCham Board members, employees, member companies in every aspect of their operations. The AmCham Board of Directors reserves the right to adopt appropriate measures in accordance with the Statutes and the Code of Conduct in relations to its members, AmCham employees as well as AmCham member companies in case of a breach of the Code of Conduct.

## AMCHAM SLOVAKIA VALUES:

AmCham will act in accordance with its core values:

INDEPENDENT/ APOLITICAL	TRANSPARENT	INCLUSIVE	OBJECTIVE
AmCham always remains politically independent in pursuing its activities. Discussion is lead on expert level with all relevant stakeholders that accept universal democratic values.	AmCham activities are done in a transparent way. As a service-minded organization, AmCham takes into consideration first of all the interests and recommendations of its members.	Every AmCham member should have the right to be involved (actively or passively) in any of the activities, except in cases when such activities are designed uniquely for a specific membership category. AmCham staff as well as the Board of Directors are invited to encourage all members to be actively involved in all the Chamber activities.	To maintain independence and impartiality, it is critical to remain objective. AmCham does not pursue single-company advocacy activities which must be done according to the AmCham Statutes. An activity cannot be officially pursued by AmCham in case of a clear and explicit disapproval of its member companies.

## PRINCIPLES:

While respecting the above-mentioned values, AmCham Slovakia activities shall be in line with the following principles:

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|---|---|--|---|
| I.<br>Promotion of a fair<br>market competition | II.<br>Support of sustainable<br>policies | III.<br>Advocacy in line with<br>increasing competitiveness<br>of Slovakia | IV.<br>Avoidance of conflict of<br>interest |
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### MEMBERS:

AmCham Slovakia members shall:

- I. Comply with all valid legal and regulatory obligations
- II. Conduct their business operations in an ethical way
- III. Respect and support fair competition
- IV. Observe and follow industry standards and best practices
- V. Ensure fair and non-discriminatory treatment of their employees
- VI. Are encouraged to adopt their own internal ethical guidelines
- VII. Are encouraged to conduct their business in a sustainable way, taking into consideration the social and environmental impact of its activities

### EMPLOYEES:

AmCham Slovakia employees shall:

- I. Comply with valid law and regulations
- II. Respect their contractual obligations
- III. Treat AmCham members with respect, refraining from any unsubstantiated discrimination
- IV. Avoid any discriminatory behavior with respect to their fellow colleagues or Board members
- V. Be ensured fair and non-discriminatory treatment from AmCham members and AmCham officials
- VI. Be provided with a safe and healthy environment in the work place

### PUBLIC INSTITUTIONS OUTREACH:

While undertaking its policy/advocacy activities and conducting outreach to Slovak or international public institutions, AmCham Slovakia commits to:

- I. Conduct its advocacy activities in a transparent manner
- II. Provide adequate information to its members about interaction with public institutions
- III. Refrain from any unethical business practices that are against AmCham values and may damage the Chamber reputation

### COMMUNITY/OTHER STAKEHOLDERS:

AmCham understands its responsibility towards other stakeholders and strives to:

- I. Act responsibly and make positive contribution to the communities impacted by its operations
- II. Encourage its members to support by any available means non-profitable activities within their communities

### AMCHAM BOARD:

AmCham Slovakia Board of Directors, comprised of members elected by the general AmCham membership:

- I. Commits to upholding the Chamber's mission and values in accordance with the Statutes and Code of Conduct
- II. Reserves the right uphold adherence to the Code of Conduct and react accordingly to any potential breaches
- III. Reserves the responsibility, as AmCham executive body, to adopt appropriate measures (including available legal actions) against an AmCham member, employee, or Board member in case of breach of the Code of Conduct depending on severity of their conduct and impacts of such conduct on AmCham members and the Chamber, its bodies, representatives and employees